



# W A T E R T O N

ACADEMY TRUST®

## Person Specification Higher Level Teaching Assistant (HLTA)

Section	Information	Essential/ Desirable	How Identified
<b>Education &amp; Training</b>			
Formal qualifications & relevant training	Higher Level Teaching Assistant status <b>OR</b> willingness working towards this. (Level 4)	E	Application form
	Level 2 Numeracy/ Literacy <b>OR</b> willingness to work towards	E	
	Training in relevant learning strategies e.g. literacy	E	
	Management qualification e.g. Level 3 ILM Certificate in First Line Management	D	
	<b>OR</b> Level 4 ILM Endorsed Certificate (Skills for Middle Leaders)	D	
	Specialist Skills/ Training in Curriculum or Learning area e.g. Bilingual, sign language, I.C.T.)	D	
<b>Experience</b>			
Ability to undertake duties of the post	Previous experience of working with children of the relevant age range in a learning environment	E	Application form, interview
<b>Knowledge</b>			
Includes abilities	Full working knowledge of relevant policies/codes of practice legislation.	E	Application form, interview
	Working knowledge and experience of implementing national/ foundation stage curriculum and other relevant learning programmes/strategies .	E	
	Constantly improve own practice/ knowledge through self-evaluation and learning from others.	E	
	Good understanding of child development and learning processes	E	
	Understanding of statutory frameworks relating to teaching	E	
	Appropriate knowledge in First Aid	E	

<b>Physical Skills</b>			
	Effectively use ICT to support learning	E	Application form, interview
<b>Suitability to work with children and young people</b>			
Issues relating to safeguarding and promoting the welfare of children and young people	Satisfactory DBS disclosure and standard Trust pre-employment checks	E	DBS Disclosure Interview References
<b>Additional Requirements</b>			
	Willing to work flexibly in accordance with policies and procedures to meet the operational needs of the Trust	E	Interview
	Committed to professional development in connection with the post	E	
	Work in accordance with the Trust's core values and behaviours	E	
	Travel in connection with the post	E	
	A commitment to equality/diversity in the workplace and the wider educational community	E	
	A commitment to safeguarding and promoting welfare for all	E	